

past, present, pending



You are used to accountants completing statutory accounts and tax returns - measuring past issues. Of course we do this as well, but if you only look at the past you may be missing opportunities.

We are qualified accountants who prefer to work closely with our clients. We believe it is vital to measure and improve what is happening in your business right now.

As you can see overleaf, there are many issues which we can work through with you - focusing on what is relevant to *your* business, whether you are sole trader, in partnership, or run a limited company.

We help you improve current issues because these inevitably impact future performance and value. MBA Ltd want you and your business to maximise your returns in the long term.

Matthews
BUSINESS ASSOCIATES LTD 

www.matthewsba.co.uk
020 8337 0775



How can we help you?

The Past We provide a full range of accounting, tax and secretarial services to ensure that you have fulfilled your statutory and legal obligations - setting you on the path to a profitable business.

Secretarial Services

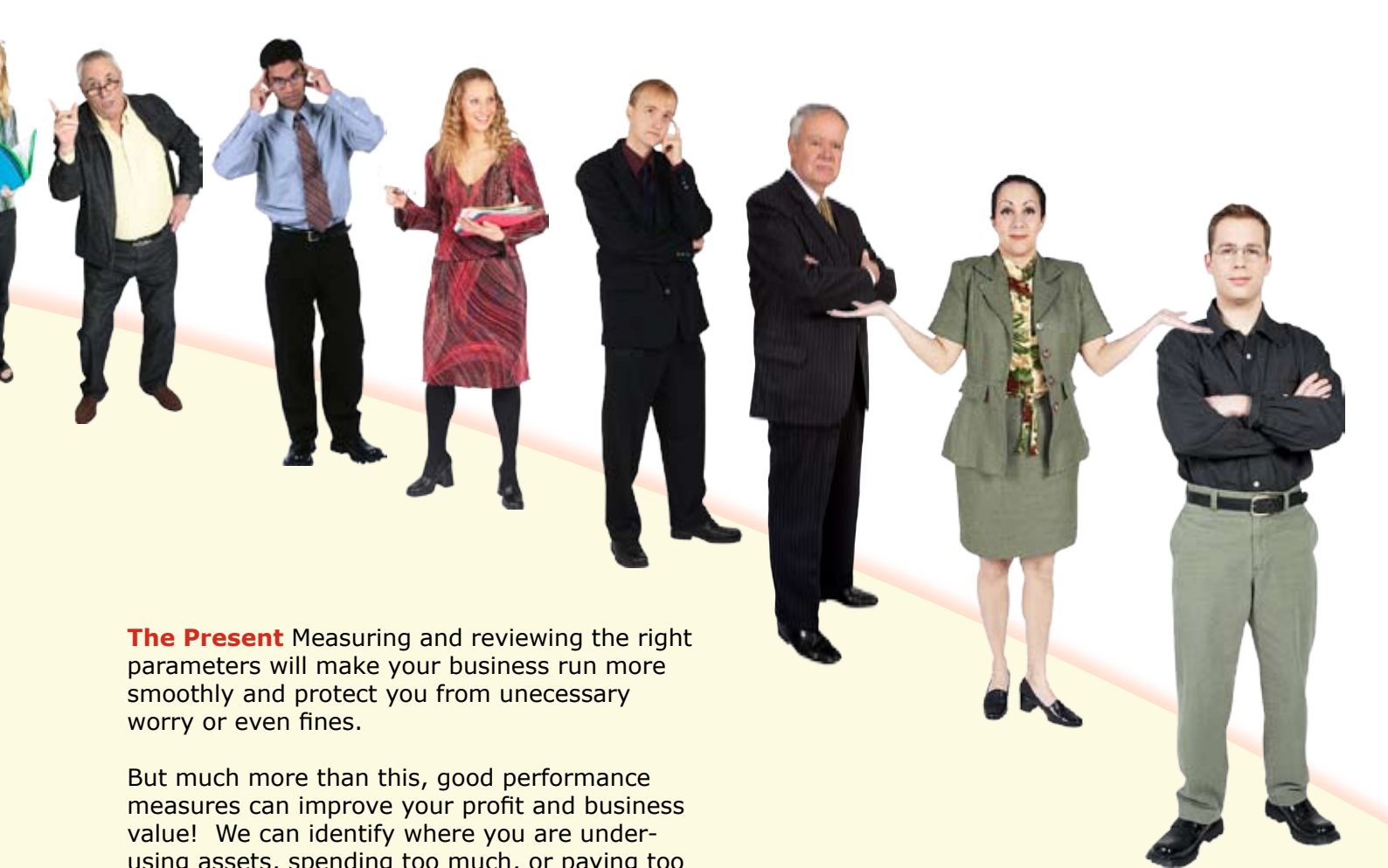
Advice on Company Structure	✓
Review Company Documentation	✓
Annual Returns	✓
Board Minutes	✓
Dividend Vouchers	✓
Registered Office	✓
Secretarial Support	✓

Accounting and Tax Services

Bookkeeping and Statutory Accounts	✓
VAT Returns	✓
Payroll, Year-end Returns and P11ds	✓
Self-assessment Tax Returns	✓
Achieving Tax-efficient Remuneration	✓
Company Car Planning	✓
Capital Gains and Inheritance Tax	✓
Corporation Tax	✓
PAYE / VAT Healthcheck	✓

“Our chief aim is to help you measure and improve anything that matters to you, your family and your business – including profits, income, tax bills, bank balance, business value and personal wealth.

Our services are provided at fixed prices agreed in advance with the genuine expectation that we will save you money.”



The Present Measuring and reviewing the right parameters will make your business run more smoothly and protect you from unnecessary worry or even fines.

But much more than this, good performance measures can improve your profit and business value! We can identify where you are under-using assets, spending too much, or paying too much tax. Are you getting the right customers and selling the right products?

Performance Measurement and Improvement

Management Accounts and Key Information	✓
Customer / Product / Supplier Review	✓
Cash Flow Review	✓
Performance Review / Trend Analysis	✓
Benchmarking	✓
Improvement Plan	✓
Business Valuation	✓

The Future Did you know that accountants can help you win new business? We can give expert advice in how to price for customers and bids so you win more business - with more profit.

Our team includes experienced proposal writers and marketers who can add impact to your sales material.

And financial training for your people helps everyone make the best decisions for your business.

We will regularly use measurement improvements to increase the value of your business.

Winning New Business

Business Case Production	✓
Due Diligence	✓
Pricing Strategy	✓
Proposal Writing	✓
Strategic Business Planning	✓
Financial Training	✓
Measuring and Improving Value	✓



& potential!

Matthews Business Associates Ltd is founded on the idea that the performance measurement and improvement techniques used by big companies are applicable to businesses of any size.

We will work closely with you to help you increase profit, become tax efficient, reduce costs, and grow your business. We give proactive financial advice at agreed prices - no surprise bills.

Founder Geoff Matthews ACMA has 25 years experience in practical help for companies. He has held senior financial roles in many major companies, and has advised many smaller ones.

We will seek to give your staff the skills and knowledge which will help you maintain profit improvement into the future.

Our services are entirely confidential and are provided within the ethical guidelines of the Institute of Cost and Management Accountants.

Practical and Proactive : Accounting for Better Business

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